



NOVEMBER 2002

COMNAVSUBFOR RESERVE NOTE

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SUBPAC Web site: <http://www.subpacnr.navy.mil/>

RESNOTE DISTRIBUTION SCHEDULE AND REQUIREMENTS:

This RESNOTE is distributed prior to the first drill weekend of each month. Paper distribution is mandatory for those reservists without E-mail. Unit COs should ensure the RESNOTE is distributed to all members in their unit. If you know of any Submarine Reservist presently serving outside of Program One, please forward a copy of this RESNOTE to them and invite them to send their e-mail address to the PCU. They will be added to the distribution list. Send e-mail input for upcoming RESNOTES to CWO3 Kevin Kilcoyne (kilcoynekw@ieee.org) (SUBLANT) or CDR David Hill (hillhd@westinghouse.com) (SUBPAC).

WHAT'S NEW

New COMSUBPAC Reserve Program Directors

Battle Group Operations - CAPT Steven L. Schmidt

Maintenance Director - CAPT (sel) Russell R. Ervin

Manpower Director - CDR Millie R. Wears

New Validation Procedure for E8/E9 Selection Boards

See paragraph 2 in message at end of RESNOTE

PROGRAM ONE FY03 GOALS ISSUED

In recent weeks, Commanding Officers received a copy of the FY03 Goals and Objectives from RADM Feichtinger, USNR, Director, Submarine Reserve. While many of the metrics will be familiar, there are a number of changes in the overall focus for Program 1. Some of the more important changes to be aware of are:

- Priorities for filling Force Protection billets
- Start of a multi-year effort to enhance the warfighting skills of our unit members and brings those skills to bear on the operational needs of the submarine force
- Expanding the support provided through our maintenance units
- Addition of a metric for professional development of unit members

Details on how we will implement these changes, while maintaining our current level of support to exercises, BGO schedules, and CAT A tender support, will be forthcoming over the next several months. FY03 will be a year of challenges and growth for the Submarine Reserve.

NEW ORDER WRITING SYSTEM

The New Order Writing System (NOWS) deployed 15 August @ 07:00 EDT for all fiscal year 03 AT, ADT and IDTT orders. This system is expected to make the order generation process much more time responsive to the individual and parent command needs and to provide better visibility on order status. Unit Commanding Officers and Training Officers should be fully conversant in how the NOWS process works. There is a wealth of information available on the NOWS web page: <http://www.navres.navy.mil/navresfor/now>. Review the documentation contained there to assist your transition to this new system. A link to the web-based NOWS application for drilling reservists to initiate their order request is provided. As with any new system, there will be a learning curve and, probably, some frustrations. As problems are found or solutions identified, unit Training Officers should ensure those lessons learned are passed on to the RLOs and Program 1 leadership, so that we can make sure that all benefit from our experiences.

UPCOMING EVENTS

NOVEMBER

1 NOVEMBER – Submarine Warfare Reserve Planning Board (SWRPB)
2 NOVEMBER – COMSUBPAC Commanding Officer VTC
6 NOVEMBER – Naval Reserve O-8 Line Selection Board convenes
6 NOVEMBER – Naval Reserve O-8 Staff Selection Board convenes
11 NOVEMBER – Veterans Day

DECEMBER

7 DECEMBER – Army vs NAVY football
7 DECEMBER – COMSUBLANT Commanding Officers VTC

JANUARY

13 JANUARY – Naval Reserve O-6 Line Selection Board convenes
31 JAN – 1 FEB – COMSUBPAC Total Force Conference – San Diego

FEBRUARY

7 – 8 FEBRUARY – COMSUBLANT Total Force Conference
10 FEBRUARY – Naval Reserve O-4 Staff Selection Board convenes
10 FEBRUARY – Naval Reserve O-5 Staff Selection Board convenes
10 FEBRUARY – Naval Reserve O-6 Staff Selection Board convenes
24 FEBRUARY – Naval Reserve O-5 Line Selection Board convenes

CMC NOTE

The end of yet another advancement cycle is upon us, and while it is probably too late to have much impact on the outcome of this cycle, the time is right for starting your plan of attack for the next. This is a great time to reflect and evaluate how your advancement plan stacks up, and to make course corrections to improve your prospects for the future. Take this opportunity to evaluate your study habits and their effectiveness in preparing you for the advancement exam. A good place to start is on the web at www.navylearning.navy.mil where you will be able to download the latest bibliography for your rate. Your bibliography or 'bib' lists the references that the test authors used when writing the exam for the current cycle. It's a good idea, in fact, it's entirely appropriate that you follow the bib as a

study guide. This method is a prudent strategy for quickly improving your knowledge base while concentrating your study efforts on those skill and knowledge attributes that you are most likely to be tested on. I encourage all to get involved in your rate, take in the study materials available to you, and adopt study and intellectual enrichment as a routine part of your lifestyle. This approach will not only help you in your Navy career, it will pay huge dividends in your private sector endeavors as well.

The advancement test season is also a great time for the CPO community and our senior enlisted folks to renew their commitment to mentor-ship of our junior personnel. Over the past decade, the demographics of our force has grown towards an increasingly higher percentage of

non-prior service personnel brought in under the Advanced Pay Grade (APG) program. These highly motivated Sailors, while certainly qualified for their rates by private sector equivalent experience and/ or education, need your help and guidance in rounding out their military and professional growth, tailored to their work within the Navy. Many if not most of them have had virtually no formal military training in the rating to which they aspire. It is incumbent upon all of us to mentor these APG's to give them the benefit of our experience and training. Our CPO community must lead the

charge in professional development of our APG personnel.

So, as the advancement exam rolls around, grasp the moment. Make this advancement exam a time of reflection and renewal, a time to plan the next six months, and to do some self evaluation. I challenge our senior enlisted leadership to work those mentor-ship issues, set a course for professional development and share the profit of your advancement with those knowledge hungry Sailors that need and deserve your help. Best of luck in your advancement pursuits.

ETCM(SS) Chris Clark

SUBMARINE WARFARE DIRECTORATE N77

SWRPB

The twenty-fourth meeting of the Submarine Warfare Reserve Planning Board (SWRPB) is scheduled for Friday, 01 November 2002, in the N77 spaces, Presidential Towers (formerly NC-1), located at 2511 Jefferson Davis Highway, Arlington VA. The SWRPB will address issues that affect the Submarine Reserve Program and review policy issues submitted for consideration. The Board will provide recommendations on the action items and policy affecting the Submarine Reserve Program to the Submarine Reserve Flag Executive Committee.

COMSUBPAC

NOVEMBER VTC FOR NEW CSP COs

The date for the CSP CO VTC is 2 November 2002, from 1000 to 1200 PST. Scheduled VTC sites are Bangor, Pearl Harbor, San Diego and N77 in Washington, DC. Other sites are pending. POC is CAPT John Donahue at: john.g.donahue@hp.com

COMSUBPAC TOTAL FORCE CONFERENCE

Mark your calendars - The COMSUBPAC Total Force Conference will held at Fleet ASW Training Center San Diego, CA, on Friday, 31 January 2003 and Saturday, 01February 2003. The theme is "Ready to Roll."

ANNUAL TRAINING OPPORTUNITIES

There are numerous AT opportunities available for FY03. Submariners drilling in a non-Program 1 unit who are interested in a Program 1 related AT opportunity should contact CDR (sel) Hanson, CSP RLO at (888) 471-9440 or: HansonDJ@csp.navy.mil

COMSUBLANT

SUBLANT RESERVE WEBSITE

The SUBLANT Reserve website is now available. Go to <http://www.sublant.navy.mil/> and then click on "The Role of the Naval Reserves" to connect you to the COMSUBLANT Naval Reserves information page.

DECEMBER VTC FOR NEW CSL COs

The date for the CSL COs VTC is 7 December 2002, from 1300 to 1500. Although attendance is mandatory for new COs, all COs are strongly encouraged to participate or at least have a representative present. There will be information about Program 1 initiatives that may be pertinent to your units. SEAs are also welcome and encouraged to participate. Definitely scheduled VTC sites are D.C., Kings Bay, and New London. Other possible sites (if more than three units sign up for the site) are Bangor, San Diego, Newport, and Atlanta. Because of technical limits of the dial in capacity, COs are encouraged to make arrangements to participate at one of the listed VTC sites or to assemble in one place for conference calling. POC is CDR Kevin Hickey at kmhickey2@comcast.net.

COMSUBLANT TOTAL FORCE CONFERENCE 2003

Mark your calendars. We are planning to hold our 2003 conference in February 2003 at Naval Amphibious Base, Little Creek. Registration forms will be attached to the December RESNOTE and following months. All unit COs are expected to attend this conference and unit senior enlisted advisors should also plan to attend. The theme for this year's conference is Undersea Warfighting. COs are requested to make sure their parent commands are aware of the conference and to encourage their participation. It is an excellent opportunity to work on building a teaming relationship.

ANNUAL TRAINING OPPORTUNITIES

AT/ADT OPPORTUNITIES AT SUBLANT HQ

SUBLANT's Command Evaluation Program (CEP) is an independent, in-house assessment of various mandated programs designed to assist the Command with improving mission accomplishment, maintaining integrity of command, and ensuring economical use of resources. There are a total of 18 audits required to be conducted at SUBLANT in Norfolk during FY03, most can occur during a two-week AT period. Please contact CAPT Bob Gardner at bob.gardner@bcinow.com for further information on scheduling your AT.

SUBLANT OPCON EXERCISE BILLETS

Listed below are the exercises, dates and billets available for the beginning of next fiscal year. These are good opportunities to prepare for other exercise billets including OUTCONUS and at-sea exercises. If you are interested in participating in any of these exercises, contact LCDR Todd Motley at (757) 380-4506 or via email at MOTLEY_TR@NNS.COM. Previous submarine exercise or opcon experience is required for COMPTUEX watchstanders.

Exercise watchstander training will be offered periodically during the FY. Contact LCDR Motley for more details.

Exercise	Dates *	Billets	Rank/Rate
COMPTUEX 03-2**	22 JAN – 31 JAN 2003	EWO	O3-O5 (1125)
COMPTUEX 03-2**	22 JAN – 31 JAN 2003	ETOW	E4-E6
COMPTUEX 03-2**	31 JAN – 11 FEB 2003	EWO	O3-O5 (1125)
COMPTUEX 03-2**	31 JAN – 11 FEB 2003	ETOW	E4-E6
COMPTUEX 03-2**	10 FEB – 20 FEB 2003	EWO	O3-O5 (1125)
COMPTUEX 03-2**	10 FEB – 20 FEB 2003	ETOW	E4-E6

*All dates subject to change based on operational scheduling

**Must have previous OPCON experience

ADMINISTRATIVE MESSAGE

ROUTINE

R 251952Z OCT 02 ZYB MIN PSN 468956J38

FM CNO WASHINGTON DC//N1//

TO NAVADMIN

UNCLAS

NAVADMIN 360/02

MSGID/GENADMIN/CNO WASHINGTON DC/-/OCT//

SUBJ/FY-04 (CYCLE 177) NAVY-WIDE SELECTION BOARD FOR ADVANCEMENT TO
/SENIOR CHIEF AND MASTER CHIEF PETTY OFFICER FOR NAVAL RESERVE
/PERSONNEL//

REF/A/DOC/BUPERS/25JUL2001//

REF/B/DOC/BUPERS/02AUG1995//

REF/C/MSG/CNO/191955ZJUL1999//

REF/D/MSG/CNRF/291205ZJUL1999//

REF/E/DOC/CNO/19OCT1993//

REF/F/DOC/CNO/22DEC1994//

NARR/Ref A is BUPERSINST 1430.16E, Advancement Manual. Ref B is BUPERSINST 1610.10, Navy Performance Evaluation And Counseling System. Ref C is NAVADMIN 201/99, Navy Leadership Continuum For Enlisted Sailors. Ref D is ALNAVRESFOR 22/99, Leadership Training Course (LTC) for the Naval Reserve. Ref E is OPNAVINST 1160.5C, Reenlistment Quality Control Program. Ref F is OPNAVINST 1160.7B, Reenlistment Quality Control Program For Inactive Duty Enlisted Naval Reservists.//

RMKS/1. This NAVADMIN announces FY-04 (CYCLE 177) Navy-wide Selection Board For Advancement To Senior And Master Chief Petty Officer For Naval Reserve Personnel. The selection board will convene on 5 MAY 03 and will consider personnel serving on active duty in the Training And Administration Of Reserve (TAR) Program, Naval Reserve Canvasser Recruiters (CANREC), and members of Selected Reserve (SELRES) personnel serving on Active Duty For Special Work (ADSW), One Year Recall (OYR), or Presidential Recall Authority Orders will compete for advancement as SELRES regardless of period served on active duty. This NAVADMIN is a supplement to Ref A.

2. Validation For Consideration By The Board.

A. All personnel who are Time In Rate (TIR) eligible will be automatically validated by NAVPERSCOM and NETPDTC. Note that this is a new procedure for validating Selected Reserves, thanks to the availability of data through NSIPS. Examination Status Verification Reports (ESVR) will be forwarded to commands for verification. Ensure verification of each ESVR received for each UIC serviced. Personnel who are not recommended for a selection board or who are not eligible per references A through F, but appear on the ESVR, must be identified to COMNAVPERSCOM (PERS-812) for deletion from selection board list. Notification must be made to NETPDTC (N321) concerning personnel who are eligible but are not listed on the ESVR. Those personnel not auto validated by NETPDTC must be validated by their command using a validation answer sheet transmittal letter per Figure 6-2 of ref A. Failure to properly and continuously verify the ESVR, coupled with appropriate action, may deny an

eligible member the opportunity for board consideration or result in the selection of an ineligible candidate for advancement thus wasting a valuable quota.

3. GENERAL INFO.

A. Terminal eligibility date for CYCLE 177 is 1 OCT 03. Time In Rate requirement for advancement to E8/9 is 36 months. Personnel with a Time In Rate date of 1 OCT 00 or earlier will be eligible.

B. Sailors who have been selected for a commission are ineligible for consideration for selection to Senior or Master Chief Petty Officer. These individuals must be invalidated. Notification must be made to NAVPERSCOM (PERS-812) if selection for commission is declined.

4. Requests For Transfer To The Fleet Or Retired Reserve.

A. TAR personnel and Canvasser Recruiters who submit voluntary requests for transfer to the Fleet Reserve are ineligible for consideration by the board. A Fleet Reserve request is voluntary if it is not mandated by Ref E due to high year tenure. Personnel submitting an involuntary request for transfer to the Fleet Reserve remain eligible for consideration by the board provided he/she is serving on active duty when the board convenes.

B. SELRES personnel who submit a voluntary request for transfer to Retired Reserve are ineligible for consideration by the board. A request for transfer to the Retired Reserve is voluntary if it is not mandated by Ref F due to High Year Tenure. Personnel submitting an involuntary request for transfer to the Retired Reserve remain eligible for consideration by the board provided he/she is serving satisfactorily in a unit with a drilling obligation when the board convenes and the requested retirement date is 1 JAN 04 or 1 JAN 05.

C. Members who have submitted requests for voluntary transfer to the Fleet/Retired Reserve may become eligible for board consideration provided cancellation of Fleet Reserve transfer or retirement authorization is approved prior to 1 APR 03. PERS-812 and NETPDTC (N321) must be notified to ensure these embers are validated for consideration by the board.

5. Leadership Training Course (LTC).

A. TAR Personnel and Canvasser Recruiters. Per Ref C, completion of LTC will be required to participate in the E8 Advancement Cycle.

B. SELRES Personnel. Per Ref D, enlisted drilling Selected Reservists with a Time In Rate date of 1 SEP 1997 or earlier are not required to attend leadership training for their current pay grade. All other E7 Drilling Selected Reservists must have completed NLDP or the new leadership training course in their current pay grade to be eligible for consideration by the selection board for advancement to E8.

C. LTC must be completed prior to board convening date. All waivers must be received and approved prior to board convening date.

6. For TAR Navy Counselor personnel, following competitive groupings are provided:

Group 1 - Career Recruiter Force

Group 2 - Fleet

7. Per Ref A, candidates may communicate with selection board president as follows: (correspondence should be paper clipped, plain white paper; no staples, binders, folders, or tabs.)

A. The only method for corresponding with the board is by regular mail. Correspondence must be postmarked NLT 1 APR 03, and addressed to "PRESIDENT FY04 RESERVE E8/9 SELECTION BOARD, BOARD # (205 - SELRES/ADSW/OYR/PRESIDENTIAL RECALL OR 206 - TAR/CANREC),
COMMANDER NAVY PERSONNEL COMMAND (PERS-812), 5720 INTEGRITY DRIVE, MILLINGTON, TN 38055-8120. Special Handling Mail (certified or registered) is not advised because of significant delays in handling. A receipt means only that correspondence was received by the post office, not by the selection board. Ensure a cover sheet accompanies the documents and the subject line of the cover sheet reads as follows: FOR SELRES PERSONNEL: "SUPPLEMENTAL SERVICE RECORD INFORMATION FOR BOARD NUMBER 205". For TAR/CANREC PERSONNEL: "SUPPLEMENTAL SERVICE RECORD INFORMATION FOR BOARD NUMBER 206". Verify the correct subject line and board number is on your cover sheet to ensure your package appears before the proper board.

B. Certified True Copies are not required; however, member's SSN must be affixed and legible on each item/enclosure. Contact PERS-812 for guidance on submission of any awards, evals, or course completions received after the 1 APR 03 cutoff. No correspondence will be accepted after 30 APR 03.

C. Correspondence to selection board must be submitted by the candidate. No third party correspondence will be permitted.

8. A list of E8/9 eligible candidates and packages received will be posted on the PERS-812 home page (WWW.BUPERS.NAVY.MIL/P812/P812.HTM). Results will be announced by NAVADMIN and will also be available on PERS-812 home page.

9. RELEASED BY VADM G. L. HOEWING, N1.//

BT